

Legal Staff

Budget Estimates Fiscal Year 1952

on (Vouchered Funds)

**SECRET**

**SECRET**

\_\_\_\_\_  
Date

TO: Budget Officer

FROM: \_\_\_\_\_  
Office or Staff Section

25X1 These estimates of requirements for fiscal year 1952 are transmitted to you  
herewith in conformance with  SUBJECT: Budget Estimates, Fiscal  
Year 1952, dated 14 April 1950.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

**SECRET**

### Local Staff

Summary of Budget Estimates  
Fiscal Year 1952

Approved For Release 2005/04/05 : CIA-RDP57-00384R000200130005-3

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CENTRAL INTELLIGENCE AGENCY

Legal Staff

**FUNCTIONS AND ACTIVITIES:** The functions of the Legal Staff are to serve as legal advisor to the Director as well as to all organizational units of the Central Intelligence Agency, and to represent the Agency in all legal proceedings. The office reviews all contracts, agreements, leases, and other legal papers to which Central Intelligence Agency is a party; advises and assists in ascertaining and determining proper procedures with respect to the use of unvouchered funds; examines and approves in advance of issue all intra-departmental orders, regulations, and related directives which involve legal questions; and handles the legal aspects of transactions involving matters of real property with which Central Intelligence Agency is concerned. The office is also responsible for advising on legal aspects of the

for conducting all Agency liaison with Congress, and for rendering intra-agency advice and information on matters of legislation.

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**COORDINATION:** The work of the Legal Staff requires frequent contact with Congress, the Departments of State, Navy, Army, Air Force, Justice, Treasury, the Immigration and Naturalization Service, the Bureau of Internal Revenue, the Bureau of the Budget, the General Accounting Office, and the U. S. Employees Compensation Commission. Within the Agency there is close coordination between the Legal Staff, the Office of Special Operations, the Office of Policy Coordination and the Budget Staff on the expenditure of unvouchered funds.

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**SECRET**OFFICE: Legal Staff

DIVISION: \_\_\_\_\_

BRANCH: \_\_\_\_\_

SECTION: \_\_\_\_\_

NON-PERSONAL  
SERVICES ESTIMATESObject Class 02

## FOR COMPLETION BY BUDGET ANALYST

Past year  
(actual) \_\_\_\_\_ \$  
Current year  
(budget allowance) \_\_\_\_\_ \$  
Budget year  
(office estimate) \_\_\_\_\_ \$

REQUIREMENTS	AMOUNT	JUSTIFICATION
10 trips to New York @ \$40 ea. \$400		
1 trip to West Coast @ \$450 450	\$850	
	25X1	In connection with its activities, members of the Legal Staff will be required to make certain domestic trips to complete transactions involving _____ other Government agencies, private law firms representing individuals affected in the transactions, corporations dealing with the Agency, or companies involved in special confidential work or relations with the Agency which present legal problems.

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